

EMPLOYEE'S BULLETIN
21 October 1980

CONFIDENTIAL

THE FINE ARTS COMMISSION

Activities and Organizations' Solicitation for Voluntary Service

25X1A The Fine Arts Commission (FAC), under the general direction of the Deputy Director for Administration, advises on means of preserving and enhancing visual aspects of Agency buildings and grounds. It has functioned since 1963, as provided in H

The FAC sponsors a number of standing committees to monitor areas of continuing interest and establishes ad hoc groups to investigate matters of temporary concern. FAC members normally chair the committees, which often are staffed largely by interested employees from outside the Commission. Ideally, Commission membership is drawn from employees who have demonstrated through service on subordinate committees that they have the interest, ability, and time to aid the FAC in its work.

Both the Commission and its working committees are understaffed. Membership on the Commission has fluctuated from eight to fifteen, but currently stands at eight. Volunteers are needed for service on both the Commission and its committees.

The Committee on Art will be dealing with recommendations to the Commission regarding: (a) the retention and rotation of art works in the public areas of the Headquarters buildings (the owner of the collection has many other works that he is willing to loan to this Agency); (b) the exhibition of other private art collections on a temporary basis; and (c) whether to establish a permanent area for the rotational exhibition of works of art by employees.

DERIVATIVE CL BY 058227
REVW ON 20 OCTOBER 00
DERIVED FROM D9c.13

CONFIDENTIAL

CONFIDENTIAL

The FAC Work Environment Representation is promoting the revitalization of the environmental committees within the Agency Headquarters components. It supports -- in an advisory capacity -- their efforts to improve local work environments in Headquarters Building with office furnishings and appearance, wall hangings, and other environmental aspects of their working places.

The Committee on Exhibits oversees the use of the Exhibit Hall (Corridor I D) and the display of temporary exhibits. This Committee has arranged four presentations -- one in late September to late October (a special photographic essay); one from late October to late November (Library of Congress Historic Maps of the English Speaking World); one from December to early January (Agency photographic contest); and one in February (Black History Month). Following later on will be the Agency Crafts and Agency Art exhibits. If the Library of Congress exhibit goes well other exhibits from it and from the Smithsonian might become possible.

The Committee for the Headquarters Exterior lost its Chairman this month. The committee has been instrumental in the major replanting and landscaping project begun in September 1980. The committee is working closely with the nascent Agency Garden Club on that aspect of the Garden Club's activities which involves Agency grounds. Together the two are planning the refurbishing of the old "wilderness trail" on the Headquarters grounds.

CONFIDENTIAL

CONFIDENTIAL

The Committee for Headquarters Interior deals with major aspects regarding the aesthetic integrity of the building's interior. The committee has been active in working out the details of a new signage program for the Headquarters Building. It arranged for construction of the new kiosks for spot announcements and has recently developed guidelines for their use.

The Headquarters Annexes Representation is the focal point for matters affecting the employees' work environment in other Agency buildings in the Washington area. It assists in organizing the environmental committees for these buildings, and assists them in working with OL, GSA, and building managers in programs for improvement of the work environment. It acts as the channel of communication between the FAC and the employees of these buildings.

In addition, the Fine Arts Commission is from time to time seized with special projects of a one-time nature needing a particular effort that requires temporary committees which can be disbanded following accomplishment of the task. A current example is a committee to work for the FAC with the Agency's new permanent Cafeteria Committee on aspects of the latter's work dealing with the physical environment of the Cafeteria. A search has been on for over a month for the right person to chair such a temporary committee.

There is much to be done by the Fine Arts Commission and its committees. If you are interested in devoting some of your time and talent to the various phases of its activities, please tear off and

CONFIDENTIAL

CONFIDENTIAL

send the accompanying note to Chairman of the
Fine Arts Commission, Room 2 D 26, Headquarters.

25X1A

The present composition of the Fine Arts Commission is:

Chairman

Members

25X1A

Environmental
Representatives

Headquarters

Headquarters Annexes

Consultants

CONFIDENTIAL

TO: Chairman, Fine Arts Commission
Room 2 D 26 Headquarters Building

FROM: _____ Room _____ Phone _____

I would be interested in assisting with the work of the Fine Arts Commission
through _____ membership on _____ Committee
_____ membership on the Commission itself.

My experience/qualifications for this are:

Signature _____

TO: Chairman, Fine Arts Commission
Room 2 D 26 Headquarters Building

FROM: _____ Room _____ Phone _____

I would be interested in assisting with the work of the Fine Arts Commission
through _____ membership on _____ Committee
_____ membership on the Commission itself.

My experience/qualifications for this are:

Signature _____

TO: Chairman, Fine Arts Commission
Room 2 D 26 Headquarters Building

FROM: _____ Room _____ Phone _____

I would be interested in assisting with the work of the Fine Arts Commission
through _____ membership on _____ Committee
_____ membership on the Commission itself.

My experience/qualifications for this are:

Signature _____